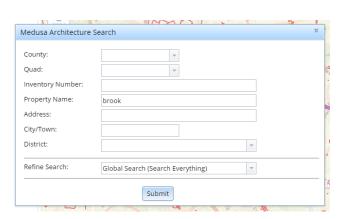
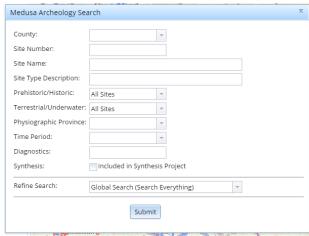


Text-Based Database Searches

Choosing Criteria

Select your search term in one or more of the boxes on the screen. If you are not sure about a name, partial strings are accepted, so "brook" in the Property Name field will match "Delabrook," "De La Brook," and "dela Brook." Searching for an inventory or site number will find any number containing that string; for example "18FR14" will find "18FR14," "18FR140," "18FR141," etc.

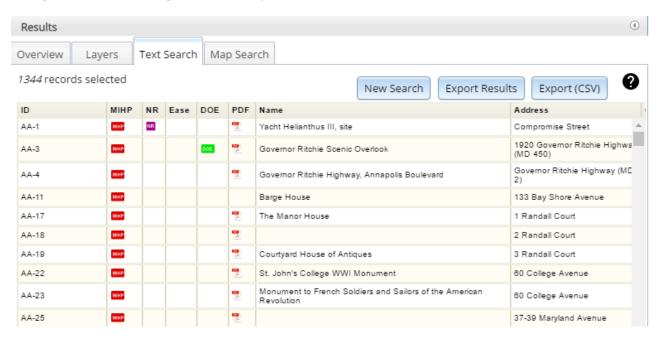




1 April 2017

Using the Results Grid

The results of your search will appear in the "results grid" on the left. You may expand the grid by dragging the pane to the right; hover over the right border until you see a double-headed arrow, then hold the left mouse button down and drag.



You can sort the results grid by clicking on a column head (so, for instance, to sort by Name click on the word Name; click again to change the sort order from A-Z to Z-A, and vice versa). Click on an icon to see the database record for that resource (in a new tab), or to see the scanned PDF. Click on the row itself to zoom to that record on the map.

Use the Export buttons to print or export the results grid. You can get additional help by clicking on the question mark (help) icon.

Print or Export

Click Print Results to create an HTML file containing the results grid, which you can print. Click Export (CSV) to export the results to a comma-separated variable file which can be opened in Microsoft Excel.



2 April 2017